

This Notice Expires 15 December 1974

NATIONAL PHOTOGRAPHIC INTERPRETATION CENTER

NPIC NOTICE  
NO. 10-10

SECURITY  
5 November 1973

SECURITY VIOLATIONS

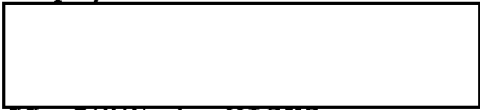
1. Since 1 July 1973, twelve reports of security violations have been investigated, of which nine resulted in internal corrective actions and three resulted in formal charges. This is a high number of violations during a four month period. It indicates a pattern of carelessness among Center employees. Corrective action will be taken.

2. In most of these cases, a systematic double check of the offices would have caught the violation. In some instances classified material was placed where it was obscured by office equipment and passed undetected during security check procedures.

3. All NPIC personnel are reminded of their responsibility to obey established security regulations. Division and Branch Chiefs of all components will ensure that each employee is familiar with the security equipment and knows and follows the proper procedures in conducting after hours security checks.

4. I shall not hesitate to take disciplinary action against individuals guilty of security violations. Such action includes:

Oral reprimand  
Written reprimand  
Additional security check duties  
Suspension without pay

  
JOHN J. HICKS  
Director

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Distribution: B

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